



STATE OF MARYLAND
DHMH

Maryland Department of Health and Mental Hygiene


Office of Health Care Quality

Spring Grove Center · Bland Bryant Building

55 Wade Avenue · Catonsville, Maryland 21228-4663

Martin O'Malley, Governor - Anthony G. Brown, Lt. Governor - Joshua M. Sharfstein M.D., Secretary

Transmittal: AL-13-0002

To: All Assisted Living Providers
From: Cheryl Reddick, RN, MAS, Assisted Living Program Manager 
Date: July 11, 2013
RE: Clarification on the 20 Hours of Continuing Education Training for Assisted Living Managers

The Office of Health Care Quality (OHCQ) has received questions from the assisted living managers regarding acceptable practice when meeting the requirement for 20 hours of continuing education. COMAR 10.07.14 .16C requires that an assisted living manager employed in a program licensed for five (5) or more beds complete twenty (20) hours of Department approved continuing education every two years. Some providers have interpreted this regulation as met when they participate in the routine, annual training specified under COMAR 10.07.14 .15 A(1)(i).

It is the expectation of OHCQ that assisted living managers exceed the annual training requirements and select training opportunities that will improve their management skills, enhance their understanding of the specific needs of the resident population that they serve, and attend trainings that will increase their understanding of the regulatory requirements of COMAR 10.07.14, regulations for the Assisted Living Program. Managers with three (3) years experience as an Assisted Living Manager and who qualify to teach their own staff the required annual training must also attend refresher courses annually to ensure that their training content is current and reflects acceptable standards of practice.

OHCQ surveyors have been instructed to strongly encourage these directives as future regulatory requirements (draft regulations) will require them.

If you have additional questions, you may contact our help desk at 410-402-8217.

Thank you for your time and attention to this matter.

Cc: Patricia Tomsco Nay, MD, Acting Executive Director, OHCQ
Emma Hambright, Deputy Director for Community Programs, OHCQ




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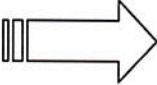
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Transmittal: #AL-13-0001
To: All Assisted Living Providers
From: Cheryl Reddick, RN, MAS, Assisted Living Program Manager 
cc: Patricia Tomsco Nay, M.D., Emma J. Hambright, Jennifer Tepper, RN
Date: July 9, 2013
Re: Simplified Resident Forms

A simplified Resident Assessment Tool (RAT) was piloted last year with a small group of providers. Their feedback was incorporated into a new assessment tool, which is now available for use by all providers.

Current Requirement		Proposed Replacement
Health Care Practitioner Physical Assessment AND Delegating Nurse (DN) Assessment*		Resident Assessment Tool (2013 version)
Assisted Living Manager's Assessment AND Service Plan		Service Plan
Level of Care Scoring Tool		Not Required

* When the revised RAT is completed by the DN, it will meet the requirements for the RAT and the DN's assessment. If the RAT is completed by someone other than the DN, the DN is still required to document their own assessment.

A few facts about the revised form:

- 1) It is optional. You may continue to use the 3-part RAT instead.
- 2) If you require a Level of Care score for Medicaid Waiver, you must continue using the 3-part RAT.
- 3) If you use the revised RAT, you must also use the corresponding revised Service Plan. There are no exceptions to this. (However, it is acceptable to use the revised Service Plan with the 3-part RAT.)
- 4) Page one of both forms identifies who may complete the forms and when they must be completed.
- 5) Both forms have a PDF version (to use if you intend to fill out the form by hand) and a Microsoft Word version (if you want to complete the form and save it on your computer for easy updating).
- 6) If you need additional space, you may add a page or write on the back of the PDF version. In the Word version, the rows will expand to accommodate everything you type.
- 7) Deficiencies may result if the forms are not completed in their entirety.
- 8) Please contact our office with any questions or concerns. Jennifer Tepper can be reached at jennifer.tepper@maryland.gov or 410-402-8161.